



City School District of Albany Office of Curriculum and Instruction

Guidelines for Selection of Cooperating Teachers for Placement of Student Teachers

The City School District of Albany values the importance of the cooperating teacher, and has established these guidelines for their selection.

The City School District of Albany's Cooperating Teacher:

- Has tenure
- Has completed a minimum of four years of successful teaching experience, with the most recent two years being in the City School District of Albany
- Has a most recent final summative evaluation rating of "Highly Effective" or "Effective"
- Has a good attendance record
- Is in good standing with the District, free of counseling or disciplinary action
- Has a valid New York teaching certificate
- Is certified to teach in the current content area or teaching assignment
- is willing to complete host college requirements/paperwork
- Consistently demonstrates high quality teaching
- Demonstrates desirable personal and professional attitudes
- Demonstrates evidence of continuous professional growth
- Participates in the program voluntarily
- Looks upon supervising the growth of student teachers as an honor and a contribution to his/her profession
- Is recommended by his/her administrator
- Has effective communication skills and can provide constructive feedback to a student teacher
- Does not have a relationship with the student teacher that would preclude supervision of the student teacher

Please direct student teaching inquiries to:

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